

## **J O B   A N N O U N C E M E N T**

**POSITION TITLE:** Sustainability Foreman **PCN:** 033160

**REPORTS TO:** Sustainability Supervisor **P.R.:** N11

**RESPONSIBILITIES:** Oversee, train and plan work for Sustainability staff. Review and ensure work orders and assignments are completed. Oversee recycle, salvage and scrap materials. Load and unload file boxes onto trucks, dollies and shelving. Load and move furniture and equipment onto dollies and onto trucks. Remove trash and clean outdoor areas at Government Complex. Coordinate and communicate with outside agencies and internal departments. Operate van and trucks. Inspect division's vehicles before use. Transport workers, equipment and materials.

**MINIMUM QUALIFICATIONS:** High School diploma or GED and one (1) year of supervisory experience, or any equivalent combination of training and experience. Must possess a valid Ohio Driver's License.

**PREFERRED QUALIFICATIONS:** Knowledge and/or experience with recyclable materials and process. Prior move management experience and customer service experience.

**Unusual Working Conditions:** Tasks may risk exposure to temperature or weather extremes, strong odors, toxic or poisonous agents, machinery, and traffic hazards.

**STARTING SALARY:** \$18.14/hour, plus a comprehensive benefits package.  
180 Day Probationary Period

**DATE POSTED:** Friday, March 18, 2016

**DEADLINE TO APPLY:** Wednesday, March 30, 2016

If interested, please go to [www.franklincountyohio.gov/commissioners/hr](http://www.franklincountyohio.gov/commissioners/hr) and apply on-line.

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